

POSITION: DANCE INSTRUCTOR

WAGE: DEPENDING ON QUALIFICATIONS

## JOB DESCRIPTION:

Instruct toddlers to seniors in beginning to advances levels of dance techniques, which may include ballet, tap, jazz, hip-hop, ballroom folkloric forms, salsa, and rhythmic international styles. Classes may include fitness elements. The successful applicant must be available thru the end of June following recitals. This is potentially a very creative opportunity so, please submit your proposed dance style, include a least two references, include and include your dance experience when submitting your application. Ideally, this will be an ongoing employment opportunity.

## **EXAMPLES OF DUTIES** (These duties are a general description and are not all-inclusive)

- Select and plan class content, which may include stretching, improvisation, dance techniques, strength exercises or combinations. (Classes may include a warm up period)
- Select all music and choreography of dance combinations
- Determine class skill levels and adjust class content as needed
- Select costumes with parent participation for youth and toddlers and class feedback for adults
- Design a recital program; choose theme, music and choreograph all dance pieces
- Solicit volunteers to assist with rehearsals and performance
- Attend periodic staff meetings and/or educational training
- Integrate annual recitals in conjunction with other dance instructors

## SUPERVISION EXERCISED AND RECEIVED

The Dance and Gymnastics program Supervisor provides general supervision

## **MINIMUM QUALIFICATIONS**

- Must be at least 18 years of age or (Graduation from High School or GED and two years work or volunteer experience). Note Technical expertise in field may replace work experience year for year
- Must be available to work scheduled evenings and the entire scheduled season including recital preparation
- Willingness to comply with suspected child abuse reporting (11166.5 PC)
- All new employees must submit verification of legal right to work in the United States within 72 hours of beginning employment
- Ability to demonstrate basic to intermediate steps in tap, ballet, jazz or other specialty
- Ability to establish and maintain productive relations and positive attitude with and toward others
- Ability to provide constructive feedback, motivate participants and communicate effectively with parents of toddler and youth participants
- Ability to work independently and reliably complete tasks on time

## **DESIRABLE QUALIFICATIONS**

- Five years of study with a public or private dance instructor and/or completion of a college dance program
- Three years of experience teaching dance

#### SELECTION PROCESS

Qualified applications will be evaluated on the basis of related experience and quality of presentation. The most highly qualified applicants will be invited to an oral interview. Applicant evaluations will include a written and physical test. Satisfactory candidates will be placed on an eligibility list. Placements are anticipated immediately after the list is established. Some placements may be assigned to emphasize public education as the City's needs require.

APPLICATIONS MAY BE OBTAINED AT: City of Fremont

Parks and Recreation Department Office 3300 Capitol Avenue, Building B

Fremont. CA 94537-5006

Or at any City of Fremont Parks and Recreation Department Facility Or http://www.fremont.gov/DocumentCenter/Home/View/37

## FOR MORE INFORMATION REGARDING THIS POSITION, CALL (510) 494-4351

# THE CITY OF FREMONT IS AN EQUAL OPPORTUNITY EMPLOYER. WE DO NOT DISCRIMINATE ON ANY BASIS.

The city of Fremont Parks and Recreation Department will make reasonable efforts in the examination process to accommodate persons with disabilities and for religious reasons. Please advise us of special needs in advance of the examination by calling (510) 494-4347.

Some positions may require a health evaluation.

The information contained herein is subject to change and does not constitute either an expressed or an implied contract.

#### FINGERPRINTING & TB TEST ARE REQUIRED FOR THIS POSITION

09/23/10